

# مِفْتَاحُ الْعَرَبِيَّةِ

## GATEWAY TO ARABIC

Book One

**Dr. Imran Hamza Alawiye**

A foundation course in reading and writing Arabic

# The Arabic Alphabet

In order to learn any language, one must first master the alphabet and be able to read, write and pronounce it correctly.

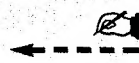
Below on the right is the Arabic alphabet. The pronunciation column in the middle is only a rough guide and should not be relied on too heavily. Ask an Arabic speaker to help you master the sounds of the letters, or listen to the audio recording of the book.

Please note that Arabic is written from right to left.

Names of the letters	Pronunciation guide	Arabic letters
Alif	a	ا
Baa	b	ب
Taa	t	ت
<u>Th</u> aa	<u>th</u>	ث
Jeem	j	ج
<u>H</u> a	<u>h</u>	ح
<u>K</u> ha	<u>kh</u>	خ
Daal	d	د
<u>D</u> haal	<u>dh</u>	ذ
Raa	r	ر
Zaa	z	ز
Seen	s	س

Names of the letters	Pronunciation guide	Arabic letters
<u>Sheen</u>	<u>sh</u>	ش
Ṣaad	ṣ	ص
Ḍaad	ḍ	ض
Ṭa	ṭ	ط
Za	z	ظ
ʿAyn	ʿ	ع
<u>Ghayn</u>	<u>gh</u>	غ
Faa	f	ف
Qaaf	q	ق
Kaaf	k	ك
Laam	l	ل
Meem	m	م
Noon	n	ن
Haa	h	هـ
Waaw	w	و
Yaa	y	ي

Write over the letters below, then continue copying to complete the page.



Alif



Alif

Alif

Alif

Alif

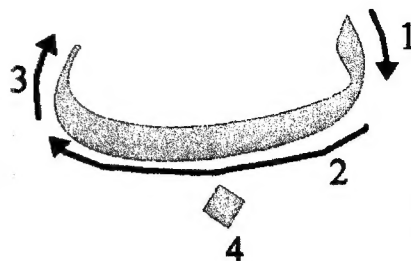
Alif

Alif

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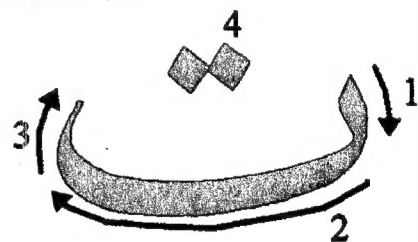
Baa



ب

ت

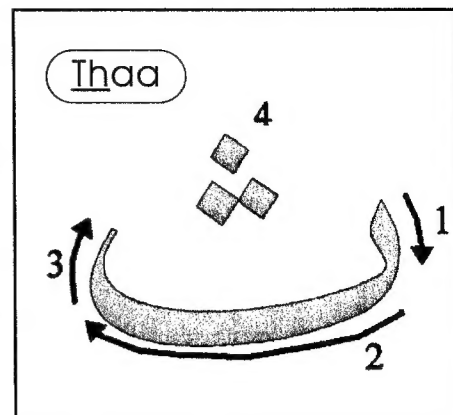
Taa



Write over the letters below, then continue copying to complete the page.



Thaa Thaa Thaa Thaa Thaa




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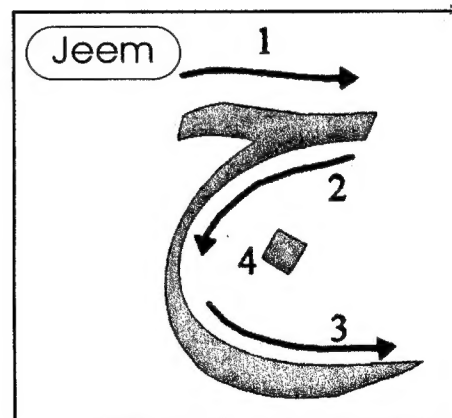
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Jeem Jeem Jeem Jeem Jeem




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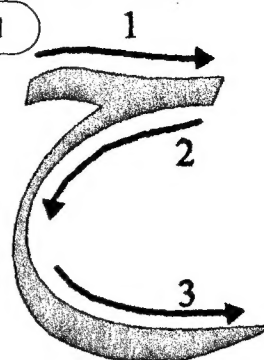
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Write over the letters below, then continue copying  
to complete the page.



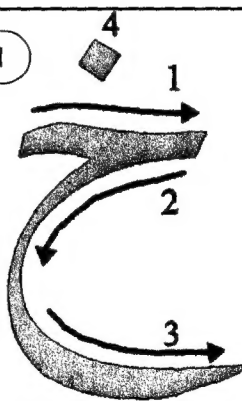
ح ح ح ح ح

Hā



خ خ خ خ خ

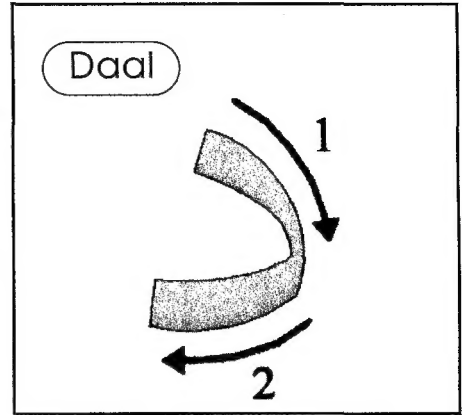
Khā



Write over the letters below, then continue copying to complete the page.

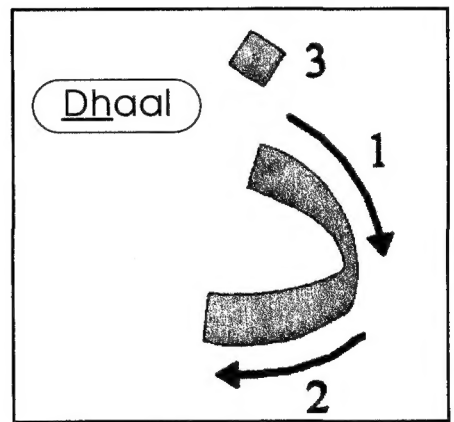


Handwriting practice lines for the letter 'Daal'. The first line contains four faint 'Daal' characters for tracing, followed by a solid 'Daal' character. Below are three empty lines for independent practice.



Four empty handwriting practice lines for the letter 'Daal'.

Handwriting practice lines for the letter 'Dhaal'. The first line contains four faint 'Dhaal' characters for tracing, followed by a solid 'Dhaal' character. Below are three empty lines for independent practice.



Four empty handwriting practice lines for the letter 'Dhaal'.

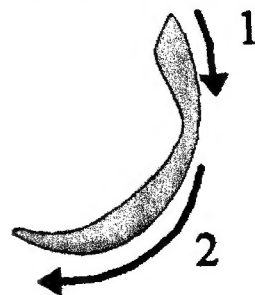


Write over the letters below, then continue copying to complete the page.



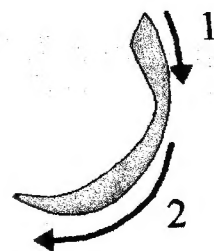
ر ر ر ر ر

Raa



ز ز ز ز ز

Zaa

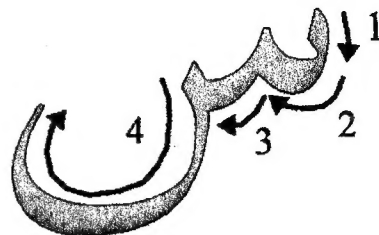


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to complete the page.



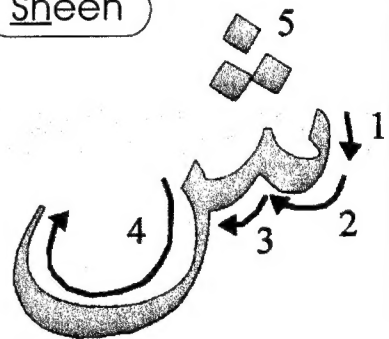
س س س س س

Seen



ش ش ش ش ش

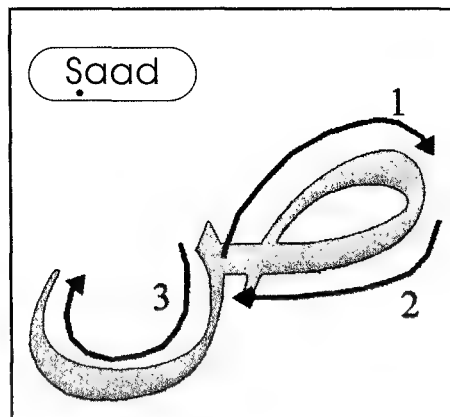
Sheen



Write over the letters below, then continue copying to complete the page.

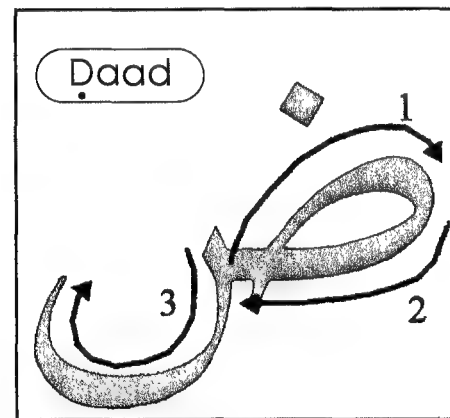


ص ص ص ص ص



Blank lines for practicing the letter 'Sad'.

ض ض ض ض ض



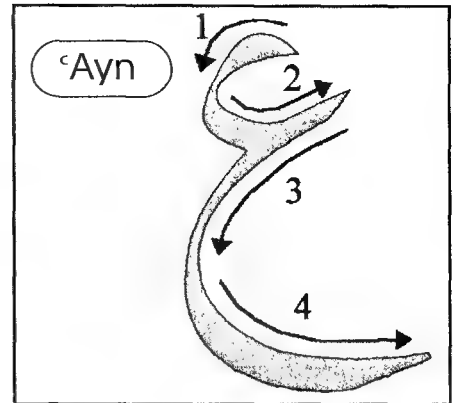
Blank lines for practicing the letter 'Dad'.



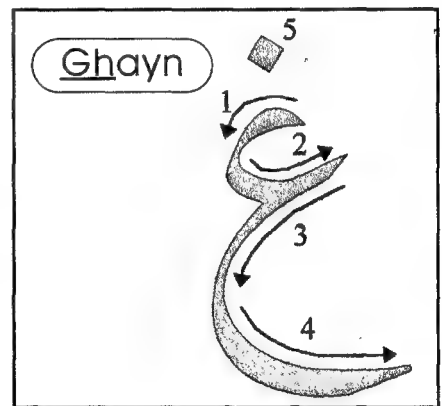
Write over the letters below, then continue copying to complete the page.



Handwriting practice lines for the letter 'Ayn' (ع). The first line contains a large 'ع' followed by three smaller, faded 'ع' characters for tracing. Below are four more empty lines for independent practice.



Handwriting practice lines for the letter 'Ghayn' (غ). The first line contains a large 'غ' followed by three smaller, faded 'غ' characters for tracing. Below are four more empty lines for independent practice.

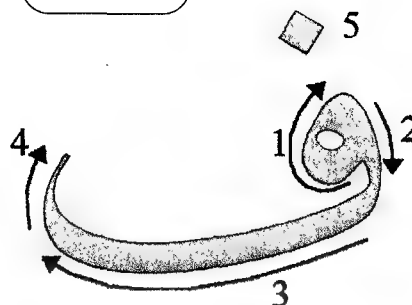


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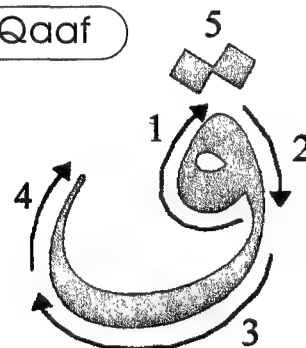
ف

Faa



ق ق ق ق ق

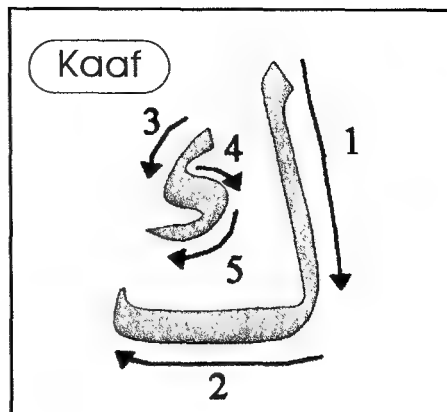
Qaaf



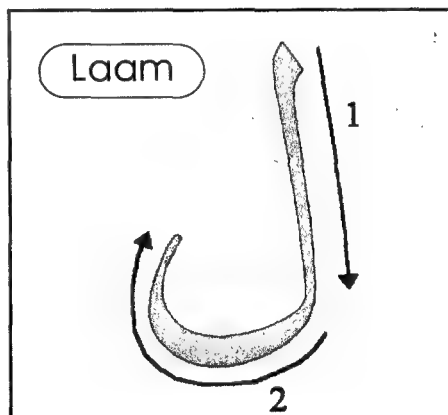
Write over the letters below, then continue copying to complete the page.



ك ك ك ك ك



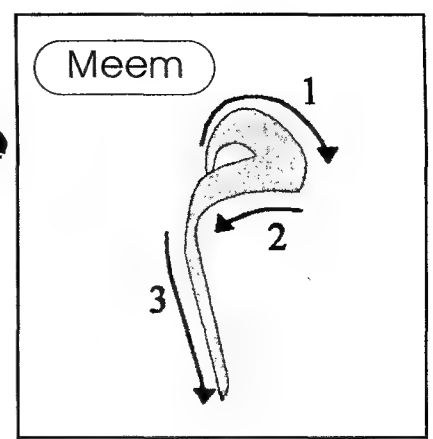
ل ل ل ل ل



Write over the letters below, then continue copying to complete the page.

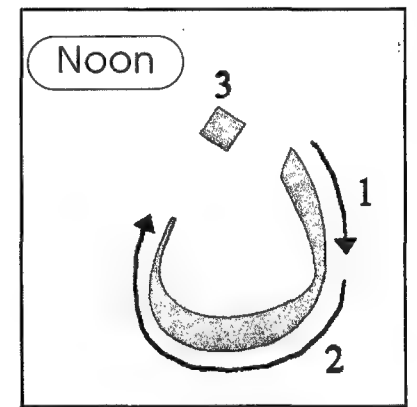


م م م م م



Blank lines for practicing the Meem letter.

ن ن ن ن ن



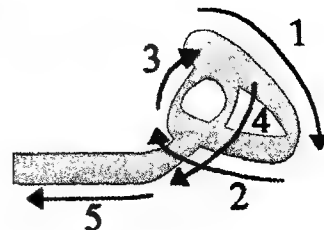
Blank lines for practicing the Noon letter.



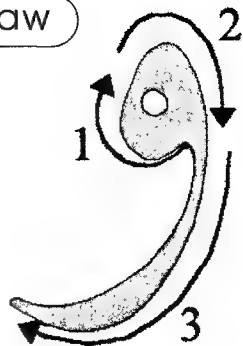
Write over the letters below, then continue copying to complete the page.



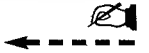
Haa



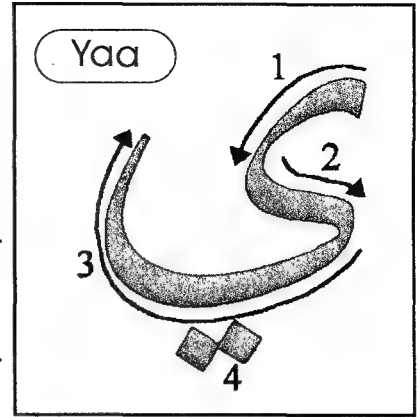
Waaw



Write over the letters below, then continue copying to complete the page.

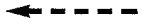


ي ي ي ي ي



Here is the complete Arabic alphabet.  
Can you read all the letters?

Start here!



ا	ب	ت	ث	ج
ح	خ	د	ذ	ر
ز	س	ش	ص	ض
ط	ظ	ع	غ	ف
ق	ك	ل	م	ن
هـ	و	ي		

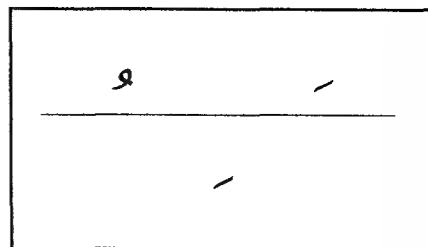
Can you fill in the missing letters  
in the alphabet below?

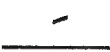


ج				ا
	ذ			ح
	ص			ز
ف				
ن		ل		ق
			و	

## The Short Vowels

The following are the three short Arabic vowels. They are written above or below the Arabic letters.

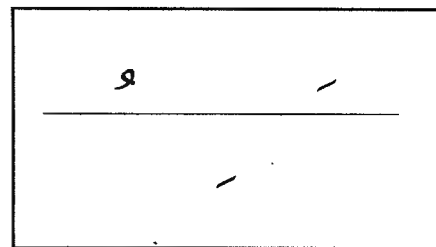


- i) Fatha  This is a short diagonal stroke written above an Arabic letter. It is pronounced 'a', as in the English word 'cat'.

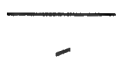
Read the alphabet below with fatha on each letter.

اَ	بَ	تَ	ثَ	جَ
حَ	خَ	دَ	ذَ	رَ
زَ	سَ	شَ	صَ	ضَ
طَ	ظَ	عَ	غَ	فَ
قَ	كَ	لَ	مَ	نَ
هَ	وَ	يَ		

## The Short Vowels – Continued



ii) Kasra

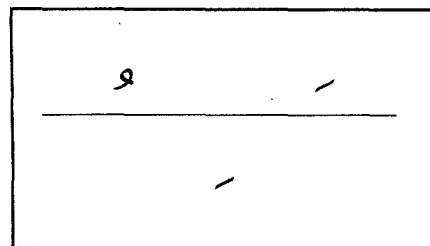



This is a short diagonal stroke written below an Arabic letter.  
It is pronounced 'i', as in the English word 'bit'.

Read the alphabet below with kasra on each letter.

اِ	بِ	تِ	ثِ	جِ
حِ	خِ	دِ	ذِ	رِ
زِ	سِ	شِ	صِ	ضِ
طِ	ظِ	عِ	غِ	فِ
قِ	كِ	لِ	مِ	نِ
هِ	وِ	يِ		

## The Short Vowels – Continued



- iii) Damma  This is like a very small 'waaw' written above an Arabic letter. It is pronounced 'u', as in the English word 'bull'.

Read the alphabet below with damma on each letter.

ا	ب	ت	ث	ج
ح	خ	د	ذ	ر
ز	س	ش	ص	ض
ط	ظ	ع	غ	ف
ق	ك	ل	م	ن
هـ	و	ي		

Practise reading your alphabet with fatha, kasra and damma (a, i, u).

أَ اُ أُ	بَ بِ بُ	تَ تِ تُ	ثَ ثِ تُ
جَ جِ جُ	حَ حِ حُ	خَ خِ خُ	دَ دِ دُ
ذَ ذِ ذُ	رَ رِ رُ	زَ زِ زُ	سَ سِ سُ
شَ شِ شُ	صَ صِ صُ	ضَ ضِ ضُ	طَ طِ طُ
ظَ ظِ ظُ	عَ عِ عُ	غَ غِ غُ	فَ فِ فُ
قَ قِ قُ	كَ كِ كُ	لَ لِ لُ	مَ مِ مُ
نَ نِ نُ	هَ هِ هُ	وَ وِ وُ	يَ يِ يُ

Can you read the following Arabic words?

he stops يَقِفُ	he thanked شَكَرَ	he read قَرَأَ
he desired, wished رَغِبَ	he was good حَسُنَ	he understood فَهِمَ
he laughed ضَحِكَ	he was endowed with رُزِقَ	he wrote كَتَبَ
he joined لَحِقَ	it was known عُلِمَ	he describes يَصِفُ



# Joining up Arabic letters (For an explanation, please see p. 27)

By itself	Joined	End	Middle	Beginning	
ا	ااا	ا	ا	ا	*
ب	ببب	ب	ب	ب	
ت	تتت	ت	ت	ت	
** ة	تتة	ة	ت	ت	
ث	ثثث	ث	ث	ث	
ج	ججج	ج	ج	ج	
ح	ححح	ح	ح	ح	
خ	خخخ	خ	خ	خ	
د	د د د	د	د	د	*
ذ	ذ ذ ذ	ذ	ذ	ذ	*
ر	ر ر ر	ر	ر	ر	*
ز	ز ز ز	ز	ز	ز	*
س	سسس	س	س	س	
ش	ششش	ش	ش	ش	

\* The six starred 'naughty' letters cannot be joined to the left. For an explanation, see p. 27.

\*\* Sometimes at the end of a word the letter taa is written ة or ء which is called taa marbuta.

By itself

Joined

End

Middle

Beginning

ص

صصص

ص

ص

ص

ض

ضضض

ض

ض

ض

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ططط

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## Joining up Arabic letters – continued

So far, we have learned how to write the Arabic letters when they are not joined together. However, Arabic words are usually written in a joined-up form. Most letters of the Arabic alphabet can be joined on either side. The shape of each letter changes according to its position within a word. These different forms must be learnt so that one can recognise the letters when they are combined together to make words.

Each letter has four forms: beginning, middle, end and by itself. On the previous two pages you will find a table showing how each letter is written according to its position in a word.

### The 'Naughty' Letters

There are six 'naughty' letters which refuse to join on to any letter after them (in other words, to the left of them). However, they do allow other normal letters to join them from the right. The 'naughty' letters are:

ا د ذ ر ز و

A normal letter written after a naughty letter cannot take the middle form. It will take the beginning form instead, unless it is the last letter of a word, in which case it will take the 'by itself' form.

### Exercise

Write out the Arabic alphabet in the boxes below, and draw a circle around the six 'naughty' letters.

				ا
		ي		

## Practice with the 'Naughty' Letters

ا د ذ ر ز و

ذ + ب ← ذب

ب + ذ ← بذ

د + ب ← دب

ب + د ← بد

ا + ب ← اب

ب + ا ← با

و + ل ← ول

ل + و ← لو

ز + ف ← زف

ف + ز ← فز

ر + ب ← رب

ب + ر ← بر

What happens when both the letters are naughty?

ا + د ← اد

د + ا ← دا

ذ + و ← ذو

و + ذ ← وذ

ا + و ← او

و + ا ← وا

ر + ز ← رز

ز + ر ← زر

د + ر ← در

ر + د ← رد

ا + ذ ← اذ

ذ + ا ← ذا

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.



he looked for; he researched	بَحَثَ	بَحَثَ	بَحَثَ
he stood firm	ثَبَّتَ	ثَبَّتَ	ثَبَّتَ
he drank	شَرِبَ	شَرِبَ	شَرِبَ
he scattered	نَشَرَ	نَشَرَ	نَشَرَ
he left	تَرَكَ	تَرَكَ	تَرَكَ
he covered, concealed	سَتَرَ	سَتَرَ	سَتَرَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.



he gathered	جَمَعَ	جَمَعَ	جَمَعَ
he prostrated	سَجَدَ	سَجَدَ	سَجَدَ
he went out	خَرَجَ	خَرَجَ	خَرَجَ
he praised	حَمَدَ	حَمَدَ	حَمَدَ
he protected, guarded	حَفِظَ	حَفِظَ	حَفِظَ
he explained	شَرَحَ	شَرَحَ	شَرَحَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.



he shouted	صَرَخَ	صَدَرَخَ	صَرَ رَخَ
he boasted; he was proud	فَخَرَ	فَخَرَ رَ	فَخَ رَ
he entered	دَخَلَ	دَخَلَ لَ	دَخَ لَ
he turned up	وَرَدَ	وَرَدَ دَ	وَرَدَ دَ
he chased away; he repelled	طَرَدَ	طَرَدَ دَ	طَرَدَ دَ
he regretted	نَدِمَ	نَدِمَ دَ	نَدِمَ دَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.

he remembered	ذَكَرَ	ذَكَرَ	ذَكَرَ
he purified	هَذَبَ	هَذَبَ	هَذَبَ
he took	أَخَذَ	أَخَذَ	أَخَذَ
he thanked	شَكَرَ	شَكَرَ	شَكَرَ
he raised	رَفَعَ	رَفَعَ	رَفَعَ
he claimed, alleged	زَعَمَ	زَعَمَ	زَعَمَ



## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.



he fastened; he was resolute	حَزَمَ	حَزَمَ	حَزَمَ
he descended, went down	نَزَلَ	نَزَلَ	نَزَلَ
he urged, incited	حَفَزَ	حَفَزَ	حَفَزَ
he read	قَرَأَ	قَرَأَ	قَرَأَ
he washed	غَسَلَ	غَسَلَ	غَسَلَ
he dozed; he was sleepy	نَعَسَ	نَعَسَ	نَعَسَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.

he was active, energetic	نَشِطَ	نَ شِ طَ	نَ شِ طَ
he was thirsty	عَطِشَ	عَ طِ شَ	عَ طِ شَ
he was patient	صَبَرَ	صَ بَ رَ	صَ بَ رَ
he stuck (s.th.)	لَصِقَ	لَ صِ قَ	لَ صِ قَ
he laughed	ضَحِكَ	ضَ حِ كَ	ضَ حِ كَ
it decreased, became less	نَقَصَ	نَ قَ صَ	نَ قَ صَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.



he arose, got up	نَهَضَ	نَهَضَ	نَهَضَ
he looked at	نَظَرَ	نَظَرَ	نَظَرَ
he digested	هَضَمَ	هَضَمَ	هَضَمَ
he cut	قَطَعَ	قَطَعَ	قَطَعَ
he tied	رَبَطَ	رَبَطَ	رَبَطَ
he appeared	ظَهَرَ	ظَهَرَ	ظَهَرَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.

it became small, little	صَغُرَ	صَغُرَ	صَغُرَ
he was distinguished; he excelled	نَبَغَ	نَبَغَ	نَبَغَ
he opened	فَتَحَ	فَتَحَ	فَتَحَ
he blew; he inflated	نَفَخَ	نَفَخَ	نَفَخَ
he stopped; he stood	وَقَفَ	وَقَفَ	وَقَفَ
he caught up with someone	لَحِقَ	لَحِقَ	لَحِقَ

## Practice with joining letters

Copy out the words onto the lines provided, and learn how to join the letters.



he grabbed, seized	مَسَكَ	مَسَكَ	مَسَكَ
he turned s.th. over	قَلَبَ	قَلَبَ	قَلَبَ
he swallowed	بَلَغَ	بَلَغَ	بَلَغَ
he prevented; he forbade	مَنَعَ	مَنَعَ	مَنَعَ
it was nice, good, suitable	حَسُنَ	حَسُنَ	حَسُنَ
he forgot	نَسِيَ	نَسِيَ	نَسِيَ

## Practice with joining letters

Join the groups of letters to make words in the boxes provided.



سَجَدَ	he prostrated	رَكَعَ	he bowed
	س ج د		ر ك ع
	it rained		he went
	م ط ر		ذ ه ب
	he made room/space for		he was full up (food)
	ف س ح		ش ب ع
	he accepted		he sat
	ق ب ل		ج ل س
	he was allowed, permitted		he was kind, generous
	أ ذ ن		س م ح
	he advised		he was astonished
	ن ص ح		د ه ش
	he ripened		he knew
	ي ن ع		ع ر ف
	it became great		he met
	ع ظ م		ل ق ي

## Practice with joining letters

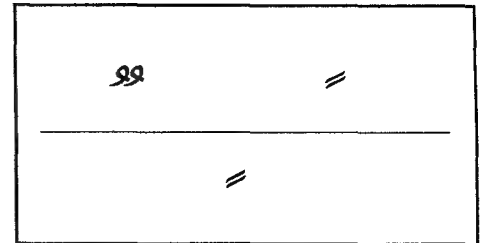
Join the groups of letters to make words in the boxes provided.




سَحَبَ	he withdrew, pulled out	قَصُرَ	it was short
سَحَبَ	س ح ب	قَصُرَ	ق ص ر
	it was numerous		he emptied; he finished
	كَثُرَ		فَرَّغَ
	he endowed with		he demanded, requested
	رُزِقَ		طَلَبَ
	he matured; it ripened		he triumphed
	نَضَجَ		ظَفَرَ
	he spent the night awake		he was quick, fast
	سَهَرَ		سَرَعَ
	he was sorry, regretted		he abstained from
	أَسَفَ		زَهَدَ
	he was ill, unwell		he gathered, assembled
	مَرَضَ		حَفَلَ
	he passed (an exam)		he was angry
	نَجَحَ		غَضِبَ

# Tanween

The three short Arabic vowels, fathā, kasra and damma, can be doubled. This is known as "tanween", and it changes the sound of the vowels.



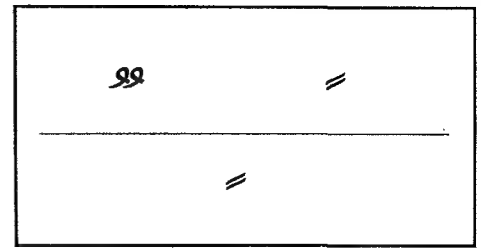
- i) Tanween fathā (fathātaan)  This is two short diagonal strokes written above an Arabic letter. It is pronounced 'an', as in the English word 'man'. It is usually supported by an alif.

Read the alphabet below with tanween fathā on each letter.

اَ	بَ	تَ	ثَ	جَ
حَ	خَ	دَ	ذَ	رَ
زَ	سَ	شَ	صَ	ضَ
طَ	ظَ	عَ	غَ	فَ
قَ	كَ	لَ	مَ	نَ
هَ	وَ	يَ		



## Tanween (Continued)



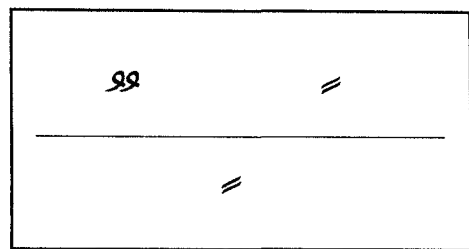
ii) Tanween kasra (kasrataan) \_\_\_\_\_  
=

This is two short diagonal strokes written below an Arabic letter. It is pronounced 'in', as in the English word 'win'.

Read the alphabet below with tanween kasra on each letter.

ج	ث	ت	ب	ا
ر	ذ	د	خ	ح
ض	ص	ش	س	ز
ف	غ	ع	ظ	ط
ن	م	ل	ك	ق
		ي	و	ه

## Tanween (Continued)



iii) Tanween damma (ḍammataān) \_\_\_\_\_

This is two dammas written above an Arabic letter. It is pronounced 'un', as in the English word 'bun'.

Sometimes it is written like this: \_\_\_\_\_

Read the alphabet below with tanween damma on each letter.

ج	ث	ت	ب	أ
ر	ذ	د	خ	ح
ض	ص	ش	س	ز
ف	غ	ع	ظ	ط
ن	م	ل	ك	ق
		ي	و	ه

## Practice with tanween

Practise reading the following words that have been written with tanween. Copy each word out onto the empty line below the word.

bell	جَرَسًا	pen	قَلَمٌ	boy	وَلَدٌ	father	أَبٌ
travel	سَفَرٌ	hundred	مِئَةٌ	hand	يَدًا	lion	أَسَدٌ
horse	فَرَسًا	present	هِدِيَّةٌ	goat	غَنَمٌ	mouth	فَمٌ
ball	كُرَةً	cherries	كَرَزٌ	lip	شَفَةً	never	أَبَدًا
king	مَلِكًا	mountain	جَبَلًا	carrot	جَزَرٌ	brother	أَخٌ
pyramid	هَرَمٌ	tree	شَجَرَةً	camel	جَمَلٌ	man	رَجُلًا

## The Long Vowels (Madd)

Three letters of the Arabic alphabet are used to lengthen the sounds of the short vowels fatha, kasra and damma. These letters are:

ا ي و

### i) Alif al-madd

Alif is used to lengthen the "a" sound of fatha into an "aa" sound.

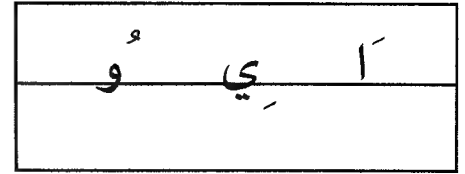
Note the special shape of laam when it is joined to alif below.

$\bar{a} = \text{ا} + \text{ا}$
---------------------------------

Read the alphabet below with alif al-madd (the long fatha) on each letter.

جَا	ثَا	تَا	بَا	آ
رَا	ذَا	دَا	خَا	حَا
ضَا	صَا	شَا	سَا	زَا
فَا	غَا	عَا	ظَا	طَا
نَا	مَا	لَا	كَا	قَا
		يَا	وَا	هَا

## The Long Vowels (Madd) – Continued



### ii) Yaa al-madd

Yaa al-madd is used to lengthen the "i" sound of kasra into an "ee" sound.

Read the alphabet below with yaa al-madd (the long kasra) on each letter.

جِيّ	ثِيّ	تِيّ	بِيّ	إِيّ
رِيّ	ذِيّ	دِيّ	خِيّ	حِيّ
ضِيّ	صِيّ	شِيّ	سِيّ	زِيّ
فِيّ	غِيّ	عِيّ	ظِيّ	طِيّ
نِيّ	مِيّ	لِيّ	كِيّ	قِيّ
		يِيّ	وِيّ	هِيّ

## The Long Vowels (Madd) – Continued

اَ	يَ	وُ

### iii) Waaw al-madd

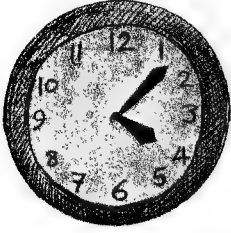
Waaw al-madd is used to lengthen the “u” sound of damma into an “oo” sound.

Read the alphabet below with waaw al-madd (the long damma) on each letter.

اُ	تُ	تُ	بُ	أُ
رُ	ذُ	دُ	خُ	حُ
ضُ	صُ	شُ	سُ	زُ
فُ	غُ	عُ	ظُ	طُ
نُ	مُ	لُ	كُ	قُ
		يُ	وُ	هُ

## Practice with Madd

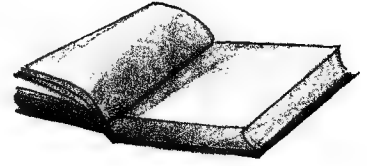
Read the words below, then copy them out onto the lines provided.



سَاعَة



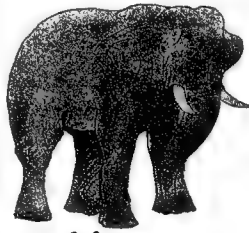
بَاب



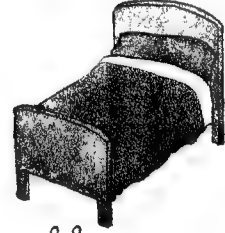
كِتَاب



رِيشَة



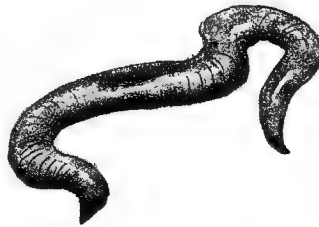
فِيل



سَرِير



بُومَة



دُودَة



حُوت

# Sukoon

A small circle called sukoon, written above a letter of the Arabic alphabet, is used to show that the letter below it has no vowel: \_\_\_\_\_. All you hear is the shortened sound of the letter, so jeem becomes 'j', kaaf becomes 'k' and sheen becomes 'sh' etc.

Try reading the following words: كَمْ لَمْ مِنْ قُلْ قِفْ بَلْ عُدْ

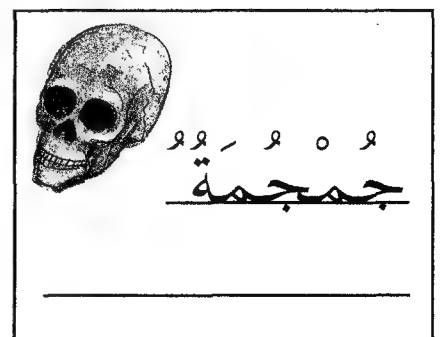
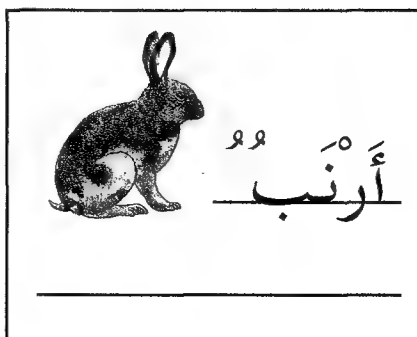
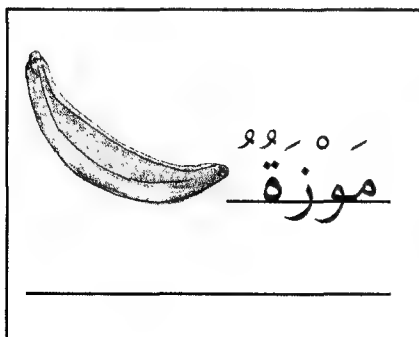
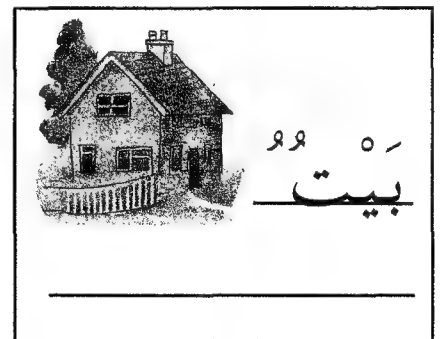
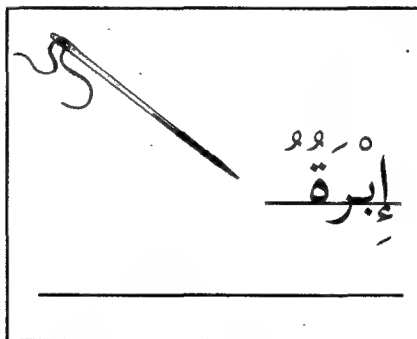
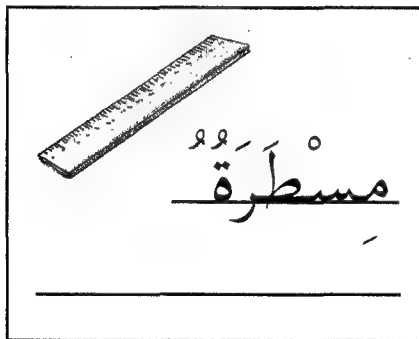
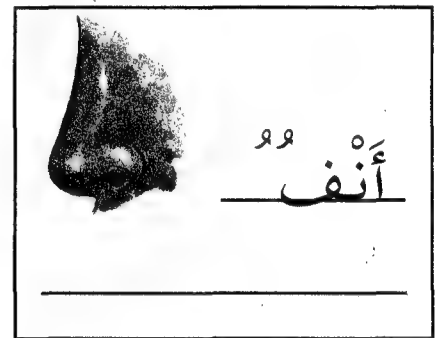
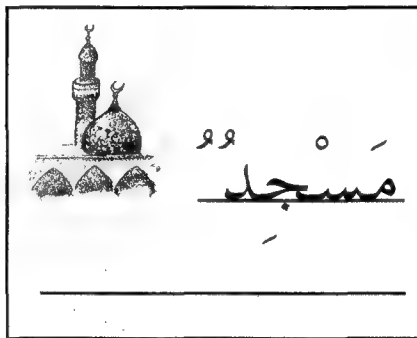
When there is a fatha followed by a yaa with a sukoon on it, it makes an '-ay' sound.

e.g. بَيْنَ زَيْتُونٌ لَيْمُونٌ بَيْضَةٌ عَيْنٌ جَيْبٌ أَيْنَ لَيْلٌ

When there is a fatha followed by a waaw with a sukoon on it, it makes an '-ow' sound:

لَوْنٌ زَوْجٌ لَوْلَبٌ فَوْقَ جَوْرَبٌ نَوْمٌ خَوْفٌ يَوْمٌ

Read the words below, then copy them out onto the lines provided.



















# Shadda

Shadda is a symbol written above a letter to show that the letter has been doubled and therefore sounds stronger.

The symbol for shadda looks like this: 

The short vowels are written with shadda like this:  or 

Study these examples:

 ب =  ر +  ر +  ب	 ر =  ب +  ب +  ر	 أ =  م +  م +  أ
---	--	---

Read the words below, then copy them out onto the lines provided.



 ب  ط  ة

\_\_\_\_\_


\_\_\_\_\_





 ق  ك  ة

\_\_\_\_\_

\_\_\_\_\_



 د  ب

\_\_\_\_\_

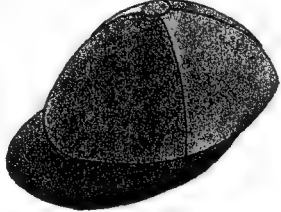
\_\_\_\_\_






 ت  ن  و  ر

\_\_\_\_\_

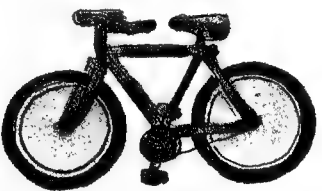
\_\_\_\_\_







 ق  ب  ة

\_\_\_\_\_

\_\_\_\_\_



 د  ر  ج  ه

\_\_\_\_\_

\_\_\_\_\_

## Similar sounding letters

As you will have realised by now, some pairs of Arabic letters have similar sounds, so extra care must be taken to pronounce each letter correctly. Below are some pairs of words which illustrate this point. Incorrect pronunciation would change their meaning. For example:

قَلْب means heart, whereas كَلْب means dog!

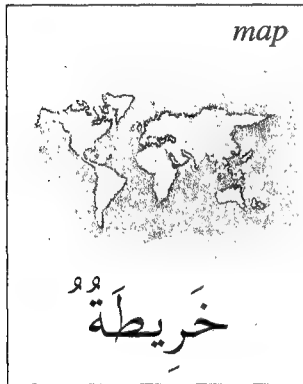
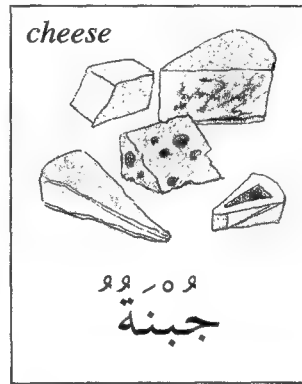
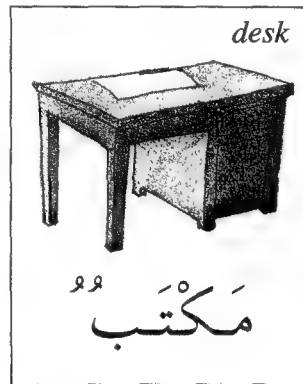
Practise reading the words below and copy them into your exercise book. When you feel confident that you can tell the difference between the similar sounds, ask your Arabic teacher to test you by reading them aloud to you as a dictation exercise.

هَلَكَ he perished, died; he was annihilated, destroyed	حَلَقَ he shaved	كَلْبٌ a dog	قَلْبٌ a heart
طَابَ he was good, pleasant, agreeable	تَابَ he repented	رَكَدَ it was still, motionless, stagnant	رَقَدَ he slept; went to bed, lay down
طِينٌ clay, soil	تِينٌ a fig	كَسَدَ (of merchandise) it found no market; it didn't sell	قَصَدَ he intended
ظَلِيلٌ shady, shaded	ذَلِيلٌ despicable, contemptible; lowly, abject, servile	ضَرَبَ hitting, beating, striking	دَرَبٌ a path, trail, track; a mountain pass
صَبَّ he poured, emptied	سَبَّ he insulted, reviled; he cursed, swore	بَعْضُ some, a few	بَعْدُ after
صَبَحَ he offered a morning drink (to someone)	سَبَحَ he swam	ضَلَّ he went astray, lost his way	دَلَّ he led, he showed the way
عَقْلٌ reason, discernment; mind, intellect	أَكَلَ food	ضَرَسَ a molar tooth	دَرَسَ a lesson, class; study

ت ت ت ت ة

ب ب ب ب

ا ل ل ا



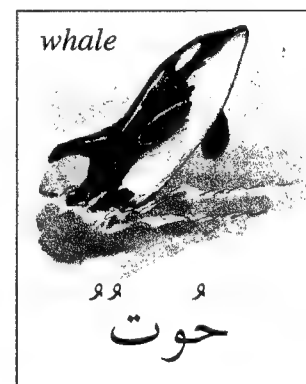
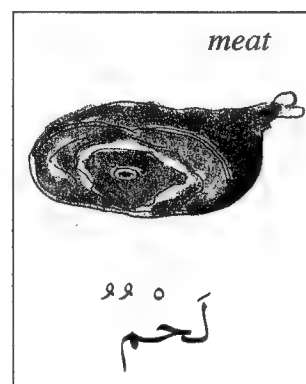
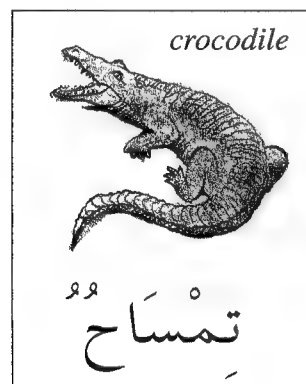
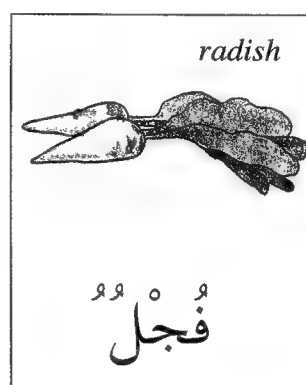
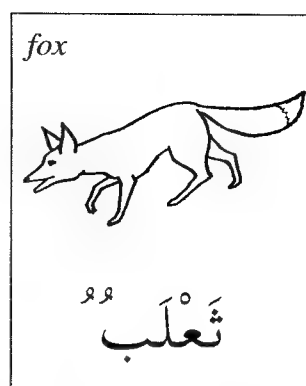
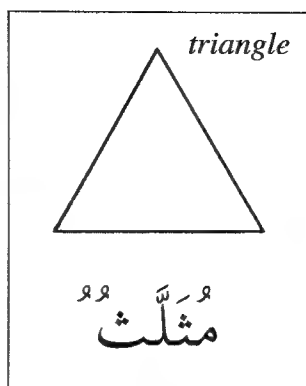
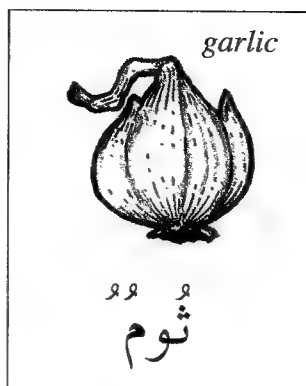
Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

ج.. نة	مك...	بيت..	نبوب..	سد..
تا..	توت..	خريط..	باب..	معدن..

ح ح ح ح ح

ج ج ج ج ج

ث ث ث ث ث



Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

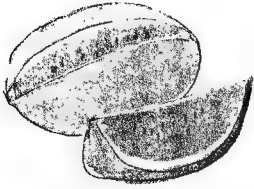
حج...	مس...	ف...	أ...ل...	...امة
م...د...	موت...	تمسا...	..علب	..مل

ذ ذ ذ ذ

د د د د

خ خ خ خ

watermelon



بَطِيخ

peach



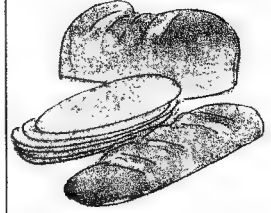
خَوْخ

cucumber



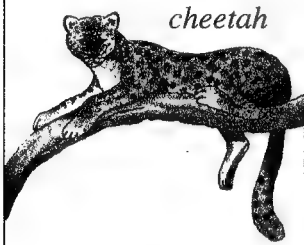
خِيَار

bread



خَبْز

cheetah



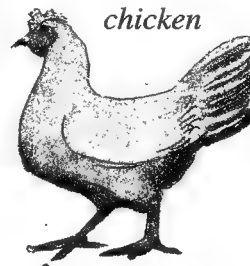
فَهْد

grasshopper



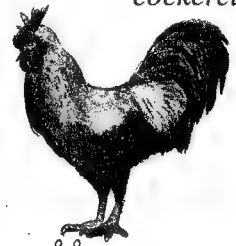
جَنْدَب

chicken



دَجَاجَة

cockerel



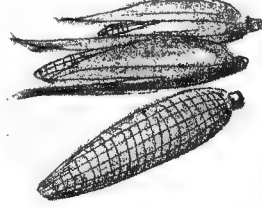
دِيك

shoe



حِذَاء

sweetcorn



ذَرَّة

tail



ذَنْب

wolf



ذَيْب

Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

فَه..	نَب..	يَار..	بَز..	يَك..
جَنْد..ب	بطي..	و..	د...جة	ح...ء

س س س س

ز ز ز ز

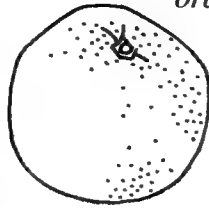
ر ر ر ر

carrot



جزر

orange



برتقال

cherries



كرز

feather



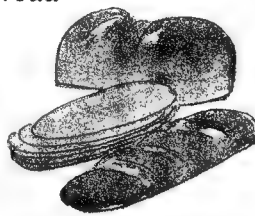
ريشة

butcher



جزار

bread



خبز

gazelle



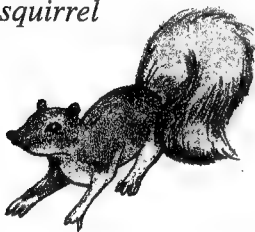
غزال

giraffe



زرافة

squirrel



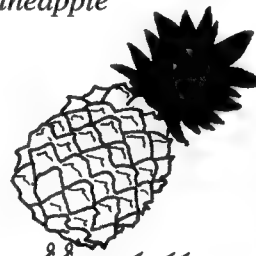
سنجاب

eagle



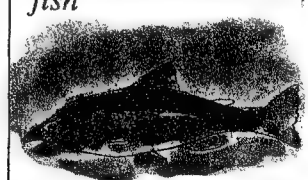
نسر

pineapple



أناناس

fish



سمكة

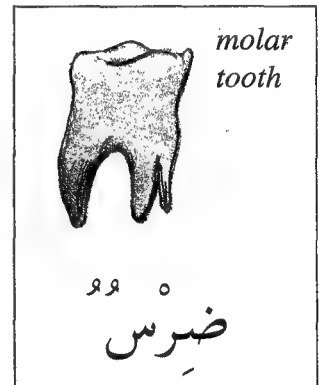
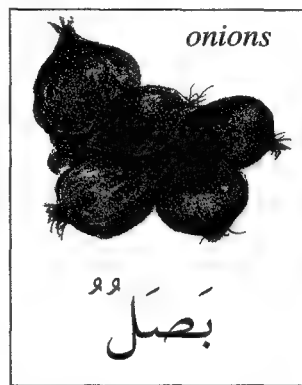
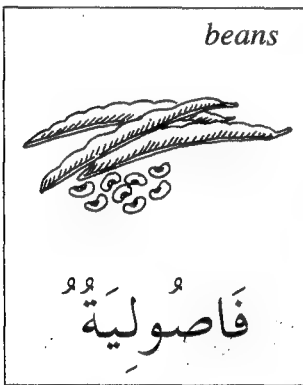
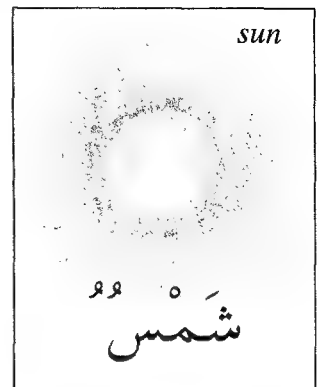
Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

..نُجَاب	..رافة	..مكة	جَ..ار	ك..ز
..يش..	...ن	ب..قال	أنانا..	غ...ل

ض ض ض ض ض

ص ص ص ص ص

ش ش ش ش ش



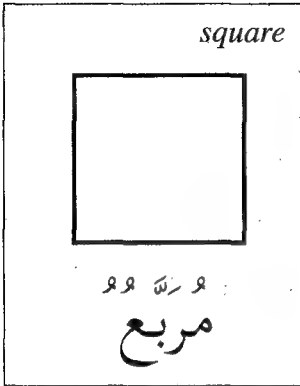
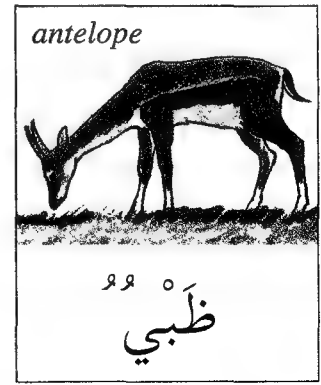
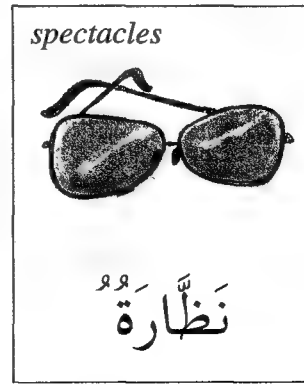
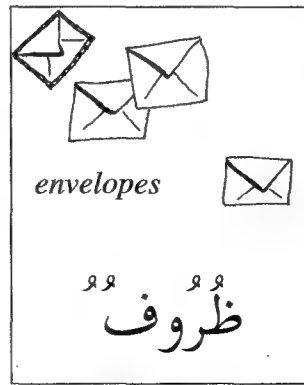
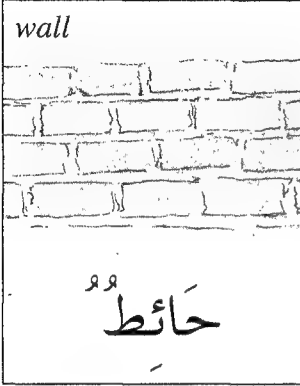
Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

ب..ل	..رس	بي..ة	من...ة	فا..ولية
قمي..	..ف..عة	..بل	..ر..ة	م..م..

ع ع ع ع

ظ ظ ظ ظ

ط ط ط ط



Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

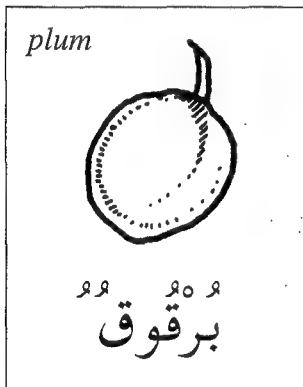
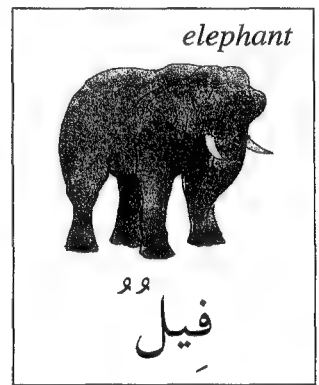
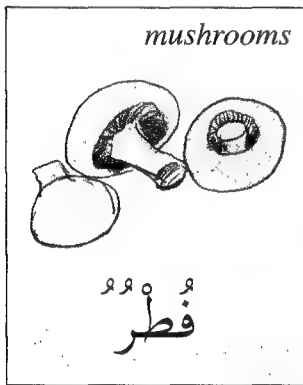
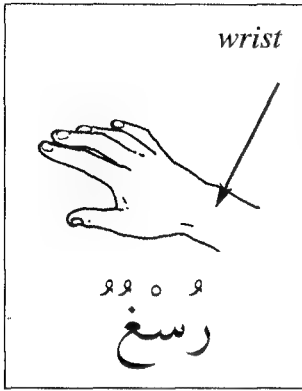
..يو..	...ي	ب..ي..	ث..ان	..قر..
..فر	...مر	..نب	ن...ة	...حا



ق ق ق ق ق

ف ف ف ف ف

غ غ غ غ غ



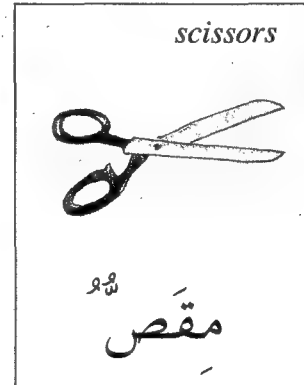
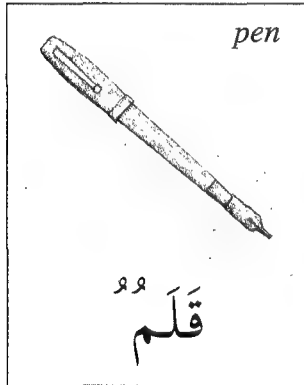
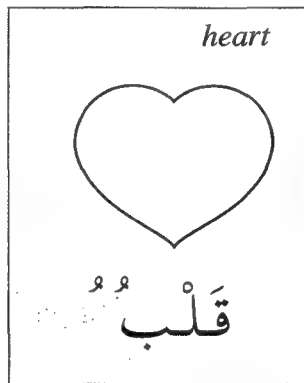
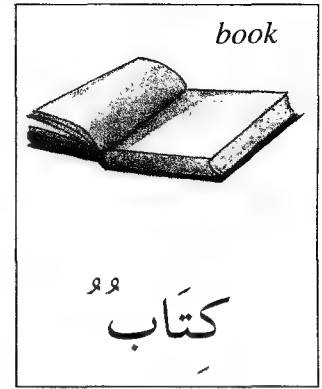
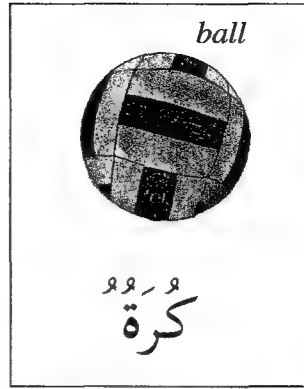
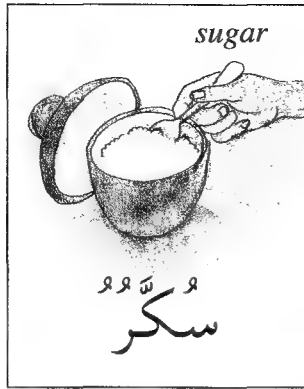
Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

بب..ء	بب..ء	بب..ء	بب..ء	بب..ء
بب..ء	بب..ء	بب..ء	بب..ء	بب..ء

م م م م

ل ل ل ل

ك ك ك ك

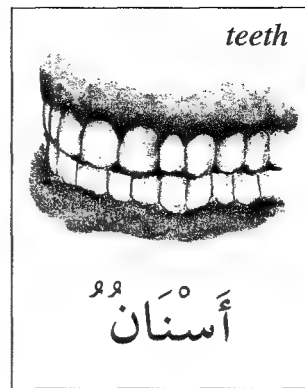
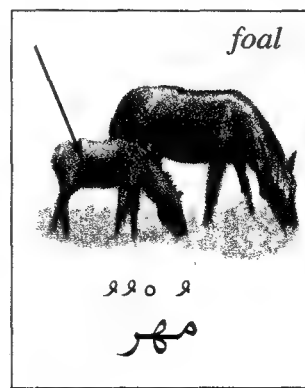
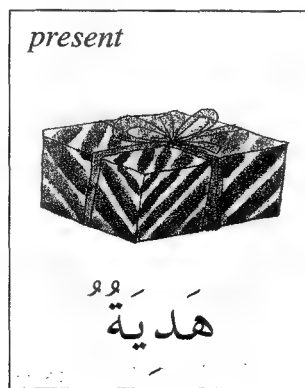
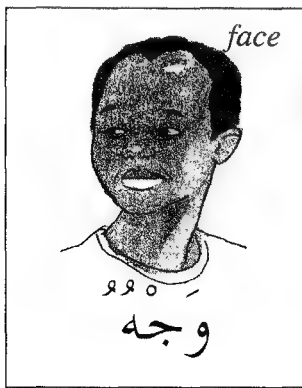


Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

..حاة	شِبَا..	ل..وة	..وزة	..تاب
..رة	ق..م	ذ..ي	ق..ب	نح..

ه ه ه ه ه

ن ن ن ن

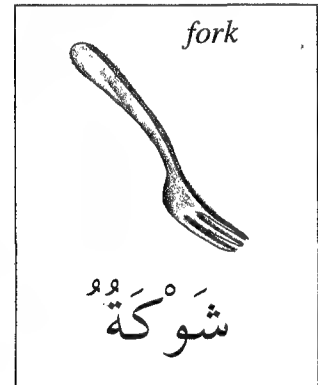
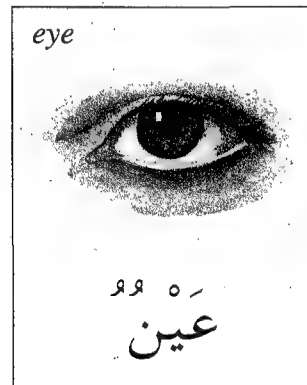
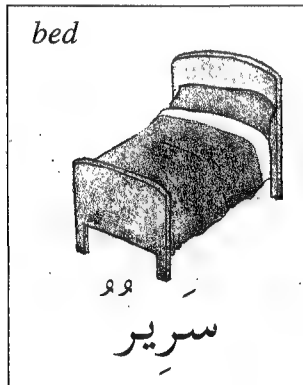
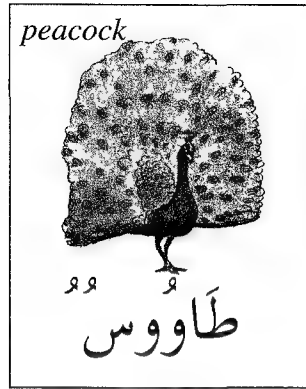


Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

..د..د	و...و	ح..ح..ح	ق..ق..ق	..ن..ن
..ج..ج	م..م..م	أ..س..ل	غ..م..م	..ك..ك..ك

ي ي ي

و و و



Complete the words below by filling in the missing letter or letters,  
and also all the vowel sounds.

ش.كة	سر..	طا...	ردة.	ر.رة.
جر..	ع...	كر...	تند...	د..

## The moon letters

ا ب ج ح خ ع غ ف ق ك م ه و ي

The Arabic word for 'the' is 'al' (alif followed by laam). It is not written separately. Rather, it joins onto the word it defines.

ال = the

The Arabic alphabet is divided into two groups of letters: the moon letters and the sun letters. The moon letters are shown above. When 'al' is followed by a word beginning with a moon letter, then 'al' is written with a sukoon on the laam.

In the first example below, 'arnabun' (a rabbit) becomes 'al-arnabu' (the rabbit). Note how the tanween at the end of a word without 'al' changes into a single short vowel once 'al' is added. e.g. arnabun becomes al-arnabu.

أَرْنَبٌ ← أَلْأَرْنَبُ	عَيْنٌ ← أَلْعَيْنُ	مَسْجِدٌ ← أَلْمَسْجِدُ
بُومَةٌ ← أَلْبُومَةٌ	غَنَمٌ ← أَلْغَنَمُ	هَذَاهُ ← أَلْهَذَاهُ
جَمَلٌ ← أَلْجَمَلُ	فِيلٌ ← أَلْفِيلُ	وَرْدَةٌ ← أَلْوَرْدَةُ
حِصَانٌ ← أَلْحِصَانُ	قَمَرٌ ← أَلْقَمَرُ	يَمَامَةٌ ← أَلْيَمَامَةُ
خِنْزِيرٌ ← أَلْخِنْزِيرُ	كِتَابٌ ← أَلْكِتَابُ	

## Exercise

Copy out the following words on the lines provided, adding 'al' to each word. Remember to change the two dammas at the end of each word into one damma.

هَلَالٌ	غَرَابٌ	أَنْفٌ
وَسَادَةٌ	قِرْدٌ	بَطَّةٌ
يَدٌ	مَهْرٌ	حَوْتٌ

## The sun letters

ت ث د ذ ر ز س ش ص ض ط ظ ن ل

The sun letters are shown above. Sun letters are written with a shadda when they come straight after 'al'. The laam of 'al' does not take a sukoon. Instead, it becomes a silent letter.

In the first example below, 'taajun' (a crown) becomes 'at-taaju' (the crown). Notice the strong sound of the 'ta', and note how you cannot hear the 'laam' at all.

Once again, the tanween at the end of a word without 'al' changes into a single short vowel once 'al' is added. e.g. taajun becomes at-taaju.

طَبْلَةٌ ← طَبْلَةٌ	زَرَّافَةٌ ← زَرَّافَةٌ	تَاجٌ ← تَاجٌ
ظَفْرٌ ← ظَفْرٌ	سَاعَةٌ ← سَاعَةٌ	ثَعْلَبٌ ← ثَعْلَبٌ
لِسَانٌ ← لِسَانٌ	شَمْسٌ ← شَمْسٌ	دَبٌ ← دَبٌ
نَجْمَةٌ ← نَجْمَةٌ	صَارُوخٌ ← صَارُوخٌ	ذِرَاعٌ ← ذِرَاعٌ
	ضِرْسٌ ← ضِرْسٌ	رِيشَةٌ ← رِيشَةٌ

## Exercise

Copy out the following words on the lines provided, adding 'al' to each word. Remember to change the two dammas at the end of each word into one damma.

ظَهْرٌ	سَرِيرٌ	تَيْنٌ ← أَلْتَيْنِ
لَحْمٌ	شَفَةٌ	دَجَاجَةٌ
نَحْلَةٌ	طَاوِلَةٌ	زَهْرَةٌ

## Exercise

Sort out the words in the box below into two groups: those beginning with sun letters and those beginning with moon letters. Write them in the columns provided, adding 'al' to the beginning of each word.

خَفَاشٌ	سَرِيرٌ	قَلَمٌ	لَيْمُونٌ	جَزَرٌ
عَجَلَةٌ	شَوْكَةٌ	إِجَاصٌ	ثَعْلَبٌ	
دَرَاجَةٌ	فَهْدٌ	مَوْزَةٌ	نَعَامَةٌ	طَائِرَةٌ

### Sun Letter Words

الشَّوْكَةُ

### Moon Letter Words

## Al-alif al-maqsura

Al-alif al-maqsura is a type of alif which appears at the end of some words. It always has a fatha before it. Read the examples below and copy them out into your exercise book.

لَيْلَى	أَدَى	إِلَى
مُوسَى	تَمَنَّى	عَلَى
عِيسَى	اسْتَدْعَى	حَتَّى
مُصْطَفَى	فَتَى	بَلَى
مُرَبَّى	قُرَى	رَمَى
الْمُسْتَشْفَى	هُدَى	سَعَى
الْمُسْتَدْعَى	سَلِمَى	يَخْشَى

سَبِّحْ اسْمَ رَبِّكَ الْأَعْلَى. الَّذِي خَلَقَ فَسَوَّى.  
وَالَّذِي قَدَّرَ فَهَدَى. وَالَّذِي أَخْرَجَ الْمَرْعَى.

(سُورَةُ الْأَعْلَى)



## Reading practice with hamza

Below are examples of hamza in its various forms and positions. Read the words out loud and copy them into your exercise book.

ضَوْءٌ	لَا جِئُ	مَلِئَةٌ	تَوَّامٌ	أَنَّ
جَاءَ	شَيْءٌ	يُودِي	رَأْسٌ	إِنَّ
بَدَأَ	عِبَاءٌ	رُؤُوسٌ	تَأْيِيدٌ	أُذُنٌ
قَرَأَ	قَضَاءٌ	مُؤْمِنٌ	أَهْنِئْكُمْ	رَأَيْتُ
أَشْيَاءٌ	جَرِيءٌ	رُؤْيَةٌ	سَيِّئَةٌ	سَأَلَ
بَدَأَ	يُضِيءُ	يَوْمٌ	تَطْمَئِنُّ	الْمَرْأَةُ
هَدَوْا	وَضُوءٌ	هَوْلَاءٌ	سُئِلَ	رَأَى
هَنِئًا	بَطِيءٌ	خُلَطَاؤُهُ	أَفْعِدَةٌ	أَسْأَلُكَ
مَاءٌ	يَتَسَاءَلُ	اقْرَأُ	ضَعِيلٌ	مَلَأْتُ
ابْتَدَأَ	مَرْوَةٌ	لَوْلَوْ	فَوَائِدُ	امْرَأَةٌ

## Reading practice

Read the following familiar Islamic phrases and learn their meanings.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ.

In the name of Allah, the Gracious, the Merciful.

اللَّهُ أَكْبَرُ.

Allah is Greater.

سُبْحَانَ اللَّهِ.

Glory be to Allah.

مَا شَاءَ اللَّهُ.

What Allah wishes. (A phrase used to express praise or admiration).

إِنْ شَاءَ اللَّهُ.

God willing.

الْحَمْدُ لِلَّهِ.

Praise be to Allah. (Thanks be to Allah).

أَسْتَغْفِرُ اللَّهَ.

I ask Allah's forgiveness.

أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ.

I testify that there is no god except Allah.

أَشْهَدُ أَنَّ مُحَمَّدًا رَسُولُ اللَّهِ.

I testify that Muhammad is the Messenger of Allah.

صَلَّى اللَّهُ عَلَيْهِ وَسَلَّمَ.

May the blessing and peace of Allah be upon him. (A phrase spoken after mentioning our Prophet's name).

أَعُوذُ بِاللَّهِ مِنَ الشَّيْطَانِ الرَّجِيمِ.

I seek protection in Allah from the accursed Shaytan.

جَزَاكَ اللَّهُ خَيْرًا.

(To a boy or man): May Allah reward you greatly.

جَزَاكَ اللَّهُ خَيْرًا.

(To a girl or woman): May Allah reward you greatly.

السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللَّهِ وَبَرَكَاتُهُ.

May the peace and blessings of Allah be upon you. (Islamic greeting).

وَعَلَيْكُمُ السَّلَامُ وَرَحْمَةُ اللَّهِ وَبَرَكَاتُهُ.

And may the peace and blessings of Allah be upon you too. (Reply to Islamic greeting).

# أَسْمَاءُ اللَّهِ الْحُسْنَى Ninety-nine perfect names of Allah

Read the beautiful names of Allah listed below and copy them into your exercise book, separating them into two groups according to whether the letter after the initial 'al-' is a sun letter or a moon letter.

هُوَ اللَّهُ الَّذِي لَا إِلَهَ إِلَّا هُوَ

الرَّحْمَنُ	الرَّحِيمُ	الْمَلِكُ	الْقُدُّوسُ	السَّلَامُ	الْمُؤْمِنُ	الْمُهَيِّمُ	الْعَزِيزُ	الْجَبَّارُ	الْمُتَكَبِّرُ	الْخَالِقُ
الْبَارِئُ	الْمُصَوِّرُ	الْغَفَّارُ	الْقَهَّارُ	الْوَهَّابُ	الرَّزَّاقُ	الْفَتَّاحُ	الْعَلِيمُ	الْقَابِضُ	الْبَاسِطُ	الْخَافِضُ
الرَّافِعُ	الْمُعِزُّ	الْمُذِلُّ	السَّمِيعُ	الْبَصِيرُ	الْحَكَمُ	الْعَدْلُ	اللَّطِيفُ	الْخَبِيرُ	الْحَلِيمُ	الْعَظِيمُ
الْغَفُورُ	الشَّكُورُ	الْعَلِيُّ	الْكَبِيرُ	الْحَفِيزُ	الْمُقِيتُ	الْحَسِيبُ	الْجَلِيلُ	الْكَرِيمُ	الرَّقِيبُ	الْمُجِيبُ

# Ninety-nine perfect names of Allah

الْوَاسِعُ	الْمُعِيدُ	الْآخِرُ	الْجَامِعُ
الْحَكِيمُ	الْمُحْيِي	الظَّاهِرُ	الْغَنِيُّ
الْوَدُودُ	الْمُمِيتُ	الْبَاطِنُ	الْمُغْنِي
الْمَجِيدُ	الْحَيُّ	الْوَالِي	الْمُعْطِي
الْبَاعِثُ	الْقَيُّومُ	الْمُتَعَالِي	الْمَانِعُ
الشَّهِيدُ	الْوَاحِدُ	الْبَرُّ	الضَّارُّ
الْحَقُّ	الْمَاجِدُ	التَّوَّابُ	النَّافِعُ
الْوَكِيلُ	الْوَاحِدُ	الْمُنْتَقِمُ	النُّورُ
الْقَوِي	الصَّمَدُ	الْعَفْوُ	الْهَادِي
الْمَتِينُ	الْقَادِرُ	الرَّؤُوفُ	الْبَدِيعُ
الْوَلِي	الْمُقْتَدِرُ	مَالِكُ الْمُلْكِ	الْبَاقِي
الْحَمِيدُ	الْمُقَدِّمُ	ذُو الْجَلَالِ -	الْوَارِثُ
الْمُحْصِي	الْمُؤَخِّرُ	وَالْإِكْرَامِ	الرَّشِيدُ
الْمُبْدِئُ	الْأَوَّلُ	الْمُقْسِطُ	الصَّبُورُ

## سُورَةُ الْفَاتِحَةِ

In the name of Allah, the Gracious, the Merciful.

Praise be to Allah, Lord of the Worlds,

The Gracious, the Merciful, Lord of the Day of Judgment.

You alone do we worship, and to You alone do we turn for help.

Guide us on the straight path,

The path of those whom You have favoured,

Not the path of those who earn Your anger, nor of those who go astray.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ .

الْحَمْدُ لِلَّهِ رَبِّ الْعَالَمِينَ .

الرَّحْمَنِ الرَّحِيمِ . مَالِكِ يَوْمِ الدِّينِ .

إِيَّاكَ نَعْبُدُ وَإِيَّاكَ نَسْتَعِينُ .

اهْدِنَا الصِّرَاطَ الْمُسْتَقِيمَ .

صِرَاطَ الَّذِينَ أَنْعَمْتَ عَلَيْهِمْ

غَيْرِ الْمَغْضُوبِ عَلَيْهِمْ وَلَا الضَّالِّينَ .

## آيَةُ الْكُرْسِيِّ

God – there is no god but Him, the Ever-Living, the Self-Subsisting.

Neither slumber nor sleep overtake Him.

To Him belong all that is in the heavens and all that is on the earth.

Who is there that could intercede with Him, unless it be by His leave?

He knows all that lies open before men and all that is hidden from them, whereas they cannot encompass anything of His knowledge save that which He wills [them to attain].

His throne extends over the heavens and the earth, and he never wearies of guarding and preserving them, for He is the Most High, the Supreme [in glory].

اللَّهُ لَا إِلَهَ إِلَّا هُوَ الْحَيُّ الْقَيُّومُ

لَا تَأْخُذُهُ سِنَةٌ وَلَا نَوْمٌ

لَهُ مَا فِي السَّمَاوَاتِ وَمَا فِي الْأَرْضِ

مَنْ ذَا الَّذِي يَشْفَعُ عِنْدَهُ إِلَّا بِإِذْنِهِ

يَعْلَمُ مَا بَيْنَ أَيْدِيهِمْ وَمَا خَلْفَهُمْ

وَلَا يُحِيطُونَ بِشَيْءٍ مِنْ عِلْمِهِ إِلَّا بِمَا شَاءَ

وَسِعَ كُرْسِيُّهُ السَّمَاوَاتِ وَالْأَرْضَ

وَلَا يَئُودُهُ حِفْظُهُمَا وَهُوَ الْعَلِيُّ الْعَظِيمُ .